



Usk Town Council

The Sessions House, Maryport Street Usk NP15 1AD

**Minutes of a monthly meeting of Usk Town Council held at
The Sessions House, Usk, on Monday 10th September 2018 at 7.30pm.**

T. Huxley

Tracey Huxley (Mrs.)

Present: Cllr A. Leathwood, Cllr G Roderick, Cllr C Wilkinson, Cllr M Evans, Cllr R Galletley
Cllr J Richards, C. Cllr B Strong, Cllr T. Watkins, Cllr K. Dancer RFO Ms. J. Mee
Town Clerk - Mrs. Tracey Huxley

8.4 To accept apologies for absence

Cllrs Brown and Jeremiah

8.5 To disclose personal and pecuniary interest in items of business listed below:

County Councillor B Strong declared an interest in Planning Application DM/2018/01291
Treetops Monmouth Road NP15 1SE

8.6 To Approve and sign the minutes of the meeting held on 9th July 2018

The minutes were approved as a true and accurate record and duly signed

8.7 Matters arising from the minutes of the meeting held on 9th July 2018

There were none.

8.8 To receive a report from the Sessions House Management Committee

See report dated 3rd September 2018

8.9 To receive the monthly finance report

The reconciliation for July/August 2018 showed no erroneous receipts or payments.

9.0 To receive Planning applications

- a) **DM/2018/00969** Two storey extension to accommodate re-located staircase
13 Chepstow Road, Usk **Recommend Approval**
- b) **DM/2018/001129** The stable adjoining **St. Mary's Church, Church Street, Usk**
Conversion of former stables to provide a detached dwelling. The stables are a
curtilage building to the listed adjacent Priory **Recommend Refusal**
- c) **DM/2018/01140** Listed Building Consent Replacement windows to the front
elevation ground floor, new railings to the frontage, new French doors to the rear
elevation and new disability toilet internally **57 Bridge Street Usk (formerly
NatWest Bank) NP15 1BQ** **Recommend Approval**
- d) **DM/2081/01085** Detailed design of 2 new houses and 3 garages including external
footprint, heights, elevations and materials and internal layout. Basic landscaping i.e.
plots boundaries, hard/soft landscaping indicative.
Discharge of additional pre-commencement conditions on outline consent i.e. condition
3 AMS statement; condition 4 bat roost provision; condition 6 surface water drainage
design (soakaways not feasible); condition 7 foul water drainage design. **Land rear of
44 Ladyhill, Usk** **Recommend Approval**



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- e) **DM/2018/01291** The construction of a single storey side extension **Treetops Monmouth Road NP15 1SE** **Recommend Approval**
- f) Retrospective application for the installation of double glazed UPVC hinged windows installed in 2016 **Ty Mymwent 2 Denbury Mews Usk NP15 1FB** **Recommend Approval**
- g) **DM/2018/01338** Two Storey extension **80 Maryport Street Usk NP15 1AH**
- h) **DM/2018/01348** **Mod or Removal of Condition.** Variation of condition 3 from previous application A37741 to change the closing time to 11pm. **Usk Traditional Fish & Chips 11A Castle Parade Usk NP15 1AA** **Recommend Approval**

9.1 To receive a Report from the Traffic & HGVs Committee

It was reported that Usk Bridge had been knocked down recently. The lorry company responsible has apologized and admitted liability.

Resolved:

UTC continues to keep in touch with Roger Hoggins Mon CC regarding traffic issues

9.2 To receive Reports from Members serving on other bodies

Cllr Leathwood recently attended a conference on improving road safety and how local authorities can enforce 20 mph limits.

Resolved:

- UTC will raise these issues with the local Police
- Cllr Strong will request Mon CC repaint dropped kerb lines and yellow lines around the Town

9.3 Areas of concern around the Town

Following dredging of the River Usk by Natural Resources Wales (NRW), all the spoils/rubble has been dumped on the Roger Edwards Educational Trust field, this has created an "eyesore"

Resolved: Clerk to contact NRW and report the matter

- The water pumping station situated in Mill Street Lane needs repainting and refurbishment
Resolved: Clerk to contact the necessary people
- A tree has come down and broken the fencing on the Conigar Walk
Resolved: Clerk to inform Nigel Leaworthy Mon CC
- A property in Ladyhill, Usk appears to be untidy and unkempt with rubbish piled in the front garden
Resolved: C. Cllr Strong will notify Mon CC Enforcement Officer

9.4 To review Usk Show

It was reported the Usk Show had been a great success. It was noted several changes had been introduced at the Show which were considered to have created a safer environment.

Resolved

- Members of the Show Committee should be congratulated on the organization of the Show
- UTC to review its stand at the Show in order to make it more welcoming. New UTC flags are required



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9.5 To update Cllrs on the Christmas Festival 2018

- This is progressing with the practicalities of road closures and licensing issues being sought.
- There have been over 120 applications from stallholders for the Christmas Markets
- There is to be a Christmas Festival launch scheduled for Thursday 13th September at 6.30pm in Sessions House

9.6 To receive an update from the Community Communication Committee

A report received from Cllr Brown

Future Usk Survey

Headline findings of the survey detailing the top priorities to focus on were shared at a previous meeting. Cllrs Brown, Wilkinson and Richards have worked hard on producing a detailed summary for each of the main sections.

The way forward

- It is hoped to produce an outline Town Plan by April 2019 - money will need to be allocated to the production of this report so it can be disseminated in both print and online formats.
- UTC are engaging the help of Mon CC as many of the areas identified in the survey fall under their remit and budget rather than UTCs.
- Roger Hoggins from Mon CC has agreed to work with UTC on the next stage of planning and consultancy and run some workshops this autumn. Recommendations in the Hamilton Baille Report will be used - any interested parties/ public will be able to attend
- Roger Hoggins has also put forward a proposal to Mon CC that a project officer could be seconded to work with UTC on the town plan and assist in identifying any grants or funding streams available in order to deliver elements of the plan.

Resolved:

Await a response from Mon CC to these proposals and dates/ arrangements for a first round of workshops.

UTC Website

It was reported the issue with the missing [.co.uk](http://usk.co.uk) domain name has been solved and rectified and now both domains the usktown.org and usktown.co.uk domains point to the website.

Facebook 721 likes

Twitter 783 follows

9.7 To review the Big Usk Busk and Community Picnic the weekend of 21st/22nd July 2018

- **Busking Festival/Community Picnic**
This was very well received and a very enjoyable event.
Resolved: There were a few issues regarding the event that will be discussed by the Events Committee.
- **Usk Bike Off**
Deadline for takedown has been set as 14th September– folks to be notified.
Resolved:
UTC will not store/ reuse the bikes next year as new theme will be introduced.



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Help will be needed to take any bikes left up after the deadline date 14th Sept to the Recycling centre.

Wheels to come down on Friday (Abigail Barton organizing this) and they can be collected by the artists from the Sessions House on weekdays

9.8 To receive a report from the Usk Business Network

Cllr Dancer is taking forward the "Love Usk - Shop Local - Initiative"

Resolved:

- There will be a Usk Business Network meeting on Monday 24th September at 5pm in the Sessions House.
- UTC offers its support to this initiative

9.9 To receive an update on the litter picker volunteer scheme

- Cllr Roderick reported that the Litter Pick volunteers are working well.
- Residents from Mill St. Close have complained that their food/garden waste is not being collected.

Resolved:

Cllr Strong will contact Mon CC to resolve this matter

10.0 To receive an update on the promotion of "no plastic" in Usk

Resolved:

- Promotion of "no plastic" in Usk is progressing with more shops and premises becoming involved.
- There had been good interest in no plastic initiatives at the Usk Show
- UTC are working together with Mon CC to create a plastic free Monmouthshire
- It is hoped that Usk will become plastic free by Christmas

10.1 To receive the Usk Town Council Revised 2018 Standing Orders

All Councillors present received a copy of UTC revised 2018 Standing Orders for their consultation

Resolved:

These will be discussed at the next Full Council meeting in October

Exclusion of Press and Public

By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the items listed on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Council went into Committee to discuss item 10.2

10.2 To receive a report on the proposed closure of Usk Post Office Counter services

Following discussion Cllrs returned to the main meeting

10.3 To discuss the Welsh Government's Call for Evidence – Delivery of housing through the planning system

Following discussion, it was resolved Cllr Watkins will take forward UTC comments on this matter.



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10.4 To update Cllrs of the change of email contacts in line with legislation of the new General Data Protection Regulations ("GDPR") which was introduced on 25th May 2018

The Clerk reported all Councillors have now received their new [Councillor Name @usktown.org](mailto:Councillor Name@usktown.org) email addresses and these are being used. Cllrs were reminded of complying with the new General Data Protection Regulations.

Resolved:

Cllrs will receive further training in due course.

10.5 To update Members on the provision of toilet facilities for the Usk park

UTC made portaloos available for park users during the summer holiday.

Following consultation with Mon CC the building situated on the Owain Glyndawr field, currently utilized by Robert Hamar, the road sweeper, has been identified as a possible building for public toilets.

Resolved:

All Councillors were in agreement with this.

UTC to present the possible changes and cost of the building to Mon CC

10.6 Correspondence:

From: One Voice Wales Minutes of Area Committee Meeting 19th April 2018

From: One Voice Wales National Executive Committee Minutes 8th June 2018

From: Welsh Government's Call for Evidence – Delivery of housing through the planning system

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Council went into Committee to discuss items 10.8

10.7 To approve the "In committee Minutes" of 11th June 2018

10.8 To receive the latest report on the Movement of Prisoners from HMP Usk to HMP Prescoed.

10.9 Any other Business *Any other business is at the discretion of and with prior notice to the Chairman*

There was no further business and the meeting formally closed at 9.05pm